



Office of Energy Programs
Director
State Facility Utility Management Section
Salary Range: \$75,000 - \$100,000

About the Tennessee Department of Environment and Conservation (TDEC)

The Department exists to enhance the quality of life for citizens of Tennessee and to be stewards of our natural environment by:

- Protecting and promoting human health and safety.
- Protecting and improving the quality of Tennessee's land, air, and water.
- Conserving and promoting natural, cultural and historic resources.
- Providing a variety of quality outdoor recreational experiences.

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from fees for services, state parks revenue, federal sources, and the state general fund. TDEC is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. Environmental Protection Agency to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water and groundwater pollution, and water supply. TDEC has a central office in Nashville and eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

About the Office of Energy Programs (OEP) – State Facility Utility Management (SFUM) Section

TDEC OEP is designated as the State Energy Office for Tennessee under the U.S. Department of Energy's DOE State Energy Program (SEP). OEP oversees a variety of energy related initiatives and technical assistance programs that address the following TDEC and SEP long-term goals:

- Increase energy efficiency; reduce energy costs.
- Improve the reliability of electricity, fuel, and energy services delivery.
- Develop alternative and renewable energy resources.
- Promote economic growth with improved environmental quality.

To maximize utility savings opportunities for State facilities, the OEP SFUM section will be launched on January 1, 2017. SFUM will oversee various statutory responsibilities related to utility data and energy management for State facilities (Tenn. Code Ann. §§ 4-3-1012 and 4-3-1017-1019). SFUM will also oversee EmPower TN, an initiative to reduce energy consumption and costs across State-owned and managed facilities. The initiative includes a portfolio of energy efficiency projects (\$37.5 million budget) in varying stages of development and implementation and the implementation of a Utility Data Management (UDM) system and related metering infrastructure (\$6.2 million budget) to manage the State's utility bills and identify future opportunities. The UDM project encompasses over 7000 utility meters and accounts from over 300 different utility providers.

Summary of Position

This Executive Service position is located in TDEC's Central Office in Nashville and reports to the OEP Director and the EmPower TN Steering Committee. The selected candidate will lead the development and

implementation of a utility data and energy management program for State facilities in accordance with the State statutes, with a particular focus on strategic energy planning, project identification, cost and performance analysis, and development of internal and external relationships. The selected candidate will also lead the EmPower TN initiative, ensuring successful implementation of both the EmPower TN energy efficiency projects and the UDM project, which will be implemented across all general government agencies and higher education institutions.

Principal Duties and Responsibilities

- Supervise the work and provide strategic direction for a team of 4 direct reports.
- Develop short and long term goals and work plans for SFUM.
- Develop and manage budgets for SFUM administration; manage budgets for the EmPower TN energy efficiency projects and UDM project.
- Coordinate with the State Architect's Office, the State Building Commission, State agencies and higher education institutions to ascertain and/or confirm role that each will play with regard to the development and/or implementation of certain aspects of an energy management program for State facilities.
- Lead engagement with State agencies and higher education institutions to identify energy management liaisons for each building or group of buildings who will cooperate with and assist SFUM in carrying out statutory responsibilities.
- Coordinate with agencies and higher education institutions, as well as their capital projects teams, to ensure successful implementation of EmPower TN energy efficiency projects.
- Serve as project Executive for UDM project.
 - Manage contract with EnergyCAP, Inc., a third-party software solutions provider. The contract is valued at approximately \$4.1M over a 10 year period, which is inclusive of renewal options.
 - Provide day-to-day guidance and strategic direction to the project team; Ensure successful implementation, including training of end-users.
 - Deliver progress and “value” reports to EmPower TN Steering Committee and other stakeholders.
- Conduct needs assessment and analysis to determine the level of technical assistance and training that should be provided to State agencies and higher education institutions in order to achieve statutory requirements. Develop, implement, and update technical assistance and training elements of energy management program.
- Oversee facility audits and assessments for a diverse portfolio and prepare related reports, including recommendations for operation, maintenance, and capital projects; develop new or update existing strategic energy management plans to improve performance of said facilities.
- Develop, implement, and update guidelines and/or policies for State facilities regarding the implementation of renewable energy and/or energy storage projects.
- Coordinate with external stakeholders such as the Tennessee Valley Authority, U.S. Department of Energy, the U.S. Environmental Protection Agency, and/or national laboratories to identify opportunities for technical assistance and training and to stay abreast of energy related developments at the national, regional, and state levels.
- Identify competitive funding opportunities to support SFUM efforts and develop related proposals and estimated budgets.
- Convene meetings of the EmPower Steering Committee on quarterly or as-need basis; prepare related presentations and reports.
- Deliver presentations and reports regarding the EmPower TN initiative and/or SFUM efforts to State legislators or other stakeholders.

Knowledge, Skills and Abilities

- Demonstrated leadership, project management (e.g., RFI / RFQ / RFP development; contract management), and technical solution skills; ability to function in a highly demanding work environment and to work effectively in a collaborative team setting.
- Knowledgeable of current electric based energy efficiency, demand response, and renewable energy technologies, building science and building energy systems, high performance building standards, and building energy codes.
- Knowledgeable of principles and practices of measurement and verification of energy savings in commercial and institutional buildings, including the application of deemed savings and various engineering based savings calculation and verification methodologies.
- Ability to analyze cost and performance of proposed and implemented energy efficiency and renewable energy measures and strategies, including performing engineering calculations and using deemed savings values where appropriate.
- Knowledgeable of utility rate and cost structures.
- Knowledgeable of how state government works; understands the origin and reasoning behind key policies, practices and procedures.
- Dedicated to meeting expectations and requirements of internal and external customers. Establishes and maintains effective and cooperative relationships, earning trust and respect.
- Demonstrates high integrity and good judgment.
- Possesses strong research and keen analytical skills that support operational and strategic decision-making.

Education / Experience / Licenses - Certifications

Applicants must possess a Bachelors' degree in a related field such as engineering, architecture, building science, environmental science, business, or accounting, as well as eight years of increasing responsibility implementing and/or managing utility, energy efficiency, renewable energy, and/or energy management programs or projects. Other degrees will be considered that support the requirements of the position. Advanced degree preferred. Certified Energy Manager (CEM), Business Energy Professional (BEP), Professional Energy Manager (PEM), or Project Management Professional (PMP) preferred.

All interested candidates should submit via email a resume, cover letter, and writing sample (e.g., data-focused strategy or planning proposals; energy assessments; strategic energy management plans or reports) to Beth Smith at (TDEC.Careers@tn.gov). The position will remain posted until January 30, 2017. Questions regarding the position should be sent to TDEC.Careers@tn.gov.

Beth Smith, Talent Management Director

Tennessee Department of Environment and Conservation

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TDEC is an AA/EEO/ADA Employer